

MINUTES OF
THE PLAINEDGE PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
October 16, 2023

Present

Ann Doxsey, President
Laura Oden-Bell, Vice President
Michael Giris
Rick Fiumara
Susan Santa, Library Director
Michael Dietz, Systems Integrator
Diana Weir, Personnel Clerk

Call to Order

The meeting was called to order at 7:03 PM, by Ann Doxsey

Pledge of Allegiance

The President led us in the Pledge of Allegiance.

Roll Call

Doreen Oliver-Absent with Prior Notice

Guest

Mario Cacioppo

Minutes

Approval of the Minutes of the September 26, 2023, Meeting

A motion was made to accept the minutes as amended by Laura Oden-Bell, and seconded by Michael Giris,

The motion was approved unanimously.

Warrants

Bill Warrants

A motion was made by Michael Giris, and seconded by Laura Oden-Bell

In the amount of \$41,880.79

Bill Warrant (October 2023 #4-1) [\$2,939.81]
Bill Warrant (October 2023 #4-2) [\$38,940.98]

Payroll Warrants

A motion was made by Micheal Giris and seconded by Laura Oden-Bell.

In the amount of \$ 124,865.80

Payroll Warrant (September 2023 #3-2-A) [\$43,582.10]
Payroll Warrant (September 2023 #3-2-B) [\$1,374.24]
Payroll Warrant (October 2023 # 4-1-A) [\$41,458.98]
Payroll Warrant (October 2023 #4-1-B) [\$38,450.48]

The motion was approved unanimously.

Capital Fund Warrants

There were no warrants this month.

Financials

Discussion of financial reports for September 2023.

A motion was made by Laura Oden-Bell and seconded by Michael Giris.

BE IT RESOLVED that the Plainedge Public Library Board of Trustees debit the fund balance in the General Fund account for in the amount of \$1,000,000 and credit a new equity account for assigned for repairs in the amount of \$1,000,000.

The motion was passed unanimously.

Library Correspondence

None

Staff Reports

The Board is happy to see the increase in YA programming and the reconfiguration of the YA and Quiet Study areas.

Incident Reports

There were no reports.

Unfinished Business

Building

01) Building and Grounds Report

- a. The Library will hire a structural engineer to evaluate the water infiltration issues by the emergency exit on the lower level.

02) Discussion Regarding 5 Amherst

03) Discussion Regarding library construction project

New Business

Policies

Collection Development Policy (First Reading)

Island Elevator Quote

The Board reviewed the quote.

Proposed 2024 + 2025 Member Library Support Proposal

A motion was made by Laura Oden-Bell, and seconded by Michael Giris.

The Board of Trustees of the Plainedge Library voted to approve NLS' request for Member Library Support for calendar years 2024 and 2025.

The motion passed unanimously.

Proposed ILS & Associated Services Budget

A motion was made by Laura Oden-Bell and seconded by Rick Fiumara.

The Board of Trustees upon due consideration of the proposed 2024 ILS & Associated Services Budget and Participating Libraries Schedule of Fees, hereby resolves to vote in favor of said recommended budget and schedule of fees and hereby appoints Susan Santa to submit this authorization to NLS prior to November 16th, 2023.

The motion passed unanimously.

Personnel Report – Resolution needed.

Part-Time Cleaner

A motion was made by Laura Oden-Bell and seconded by Rick Fiumara.

BE IT RESOLVED that the Plainedge Public Library Board of Trustees approves the Library Director to hire a Part-Time Cleaner at the salary of \$20/hour.

The motion passed unanimously.

Full Time Librarian I Position

A motion was made by Laura Oden-Bell, and seconded by Rick Fiumara.

BE IT RESOLVED, that the Plainedge Public Library Board of Trustees approves the Library Director to hire a full-time Librarian I.

The motion passed unanimously.

2024 Public Calendar

A motion was made by Rick Fiumara and seconded by Laura Oden-Bell to approve the 2024 Public Calendar.

The motion passed unanimously.

Statistics

Miscellaneous

Executive Session

A motion to go into Executive Session for the purpose of discussing personnel issues was made by Laura Oden-Bell at 7:52 PM and seconded by Michael Giris

BE IT RESOLVED that the Plainedge Public Library Board of Trustees shall enter Executive Session to discuss the employment of a particular individual.

The motion was approved unanimously.

A motion to come out of Executive Session was made at 8:06 PM by Michael Giris and seconded by Rick Fiumara. The motion was approved unanimously.

A motion was made by Rick Fiumara and seconded by Michael Giris.

BE IT RESOLVED, that the Plainedge Public Library Board of Trustees appoints Susan Santa as Library Director retroactively as of May 8, 2023.

The motion passed unanimously.

A motion was made by Michael Giris and seconded by Rick Fiumara.

BE IT RESOLVED, that the Plainedge Public Library Board of Trustees approves the salary increases as discussed for the non-union employees.

The motion passed 3-0. Laura Oden-Bell abstains.

A motion to go into Executive Session for the purpose of discussing personnel issues was made by Laura Oden-Bell at 8:11 PM and seconded by Michael Giris.

BE IT RESOLVED, that the Plainedge Public Library Board of Trustees shall enter into an Executive Session to discuss the employment of a particular individual.

The motion was approved unanimously.

A motion to come out of Executive Session was made at 8:53 PM by Rick Fiumara, and seconded by Micheal Giris.

The motion was approved unanimously.

No Action taken.

Motion to adjourn was made by Laura Oden-Bell, and seconded by Michael Giris, at 8:53 PM.
The motion was approved unanimously.

The date of the next Board of Trustees meeting is Monday November 20,2023.

_____ Secretary's Signature

_____ Date of Approval Secretary's Initials